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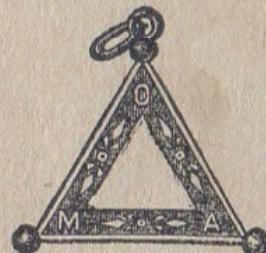
THE LITTLEFIELD FUND FOR
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CONSTITUTION
—OF—
JUVENILE LODGES
Knights & Ladies of Honor

Price

5 Cts.



— OF THE WORLD. —

By E. A. WILLIAMS and G. F. BOWLES,

Adopted by Supreme Lodge.

—1896—

ORDER OF BUSINESS.

1. Roll call of officers.
2. Minutes of last meeting read and approved.
3. Reports of sick or distressed.
4. Communications for the good and welfare of the Order.
5. Communications from Sup. Lodge or officers.
6. Bills read, approved or rejected.
7. Petitions for membership referred.
8. Reports of committees.
9. Balloting for candidates.
10. Roll call for dues and fines.
11. Unfinished or new business.
12. Conferring the degree.
13. Installation.
14. Closing ceremony.

CONSTITUTION

—GOVERNING—

JUVENILE LODGES

—OF—

Knights & Ladies of Honor

— OF THE WORLD. —

ARTICLE I.

COMPOSITION, NAME AND POWERS.

Section 1. This lodge shall consist of not less than 20 members at the institution thereof, having the requisite qualifications; and it shall be styled and known as Lodge No. Knights and Ladies of Honor of the World, under the direct control of Supreme Lodge.

Sec. 2. It shall be clothed with those powers granted Subordinates from its Supreme Lodge, and exists by virtue of the charter granted it; and must at all times comply with the laws of the Supreme Lodge or edicts of the Supreme Protector.

ARTICLE II.

TIME AND PLACE OF MEETING.

Section 1. This lodge shall hold stated meetings at least twice a month, on the day and hour fixed by its by-laws, which stated meetings shall be closed on the same day. The day and hour of said stated meetings may be changed; provided, the secretary shall notify the grand secretary.

Sec. 2. Seven members, with the Matron or Teacher present, shall be a quorum for business or work.

Sec. 3. The lodge shall have a seal with appropriate design to be attached to all reports and official documents.

ARTICLE III.

OFFICERS.

Section. 1.

1. Matron,
2. Teacher,
3. Vice-Teacher,
4. Assistant Teacher,
5. Recording Secretary,
6. Financial Secretary,
7. Treasurer,
8. Chaplain,
9. Gate Keeper,
10. Sentry,
11. Escort,
12. 3 Trustees and 4 supporters to Teacher.

Sec. 2. The officers are elected semi-annually, at the first meeting of the Order in January and July, except the Financial Secretary, Treasurer and Chaplain, they shall be elected annually. The Financial Secretary and Treasurer shall give bond in the sum of not less than fifty dollars, which amount may be increased from time to time by the order of the Lodge.

ARTICLE IV

DUTIES OF OFFICERS.

Section 1. It shall be the duty of the Matron, who shall be an adult and member in good standing in some lodge of K. & L. of H. of W., to aid, advise and counsel the Teacher, other officers and members, decide all questions of law, and to have a general supervision of the lodge in and out of the meeting; take charge of the affairs of the lodge, and is under the immediate orders of the Supreme Protector and Supreme Lodge.

Sec. 2. It shall be the duty of the Teacher, who may be an adult or Juvenile (as the case may be) to preside over the meeting, with the aid of the Matron maintain order, and refer all questions for decisions to the Matron, and perform such other duties as may be designated by law or the Ritual of the Order.

Sec. 3. The duty of the Vice Teacher is to assist the Teacher in her various duties in opening and closing the Lodge, and in the absence of the Teacher, or when called upon by her to perform all the duties of her office.

Sec. 4. The duties of the Assistant Teacher is to assist the Teacher and Vice Teacher in preserving order in the Lodge room ; preside in their absence, and deliver her charge to candidates at initiation, and perform such other duties as may be required of her by the Constitution and Laws.

Sec. 5. The duty of the Chaplain is to conduct devotional exercises and do such other duties as may be directed by the Lodge.

Sec. 6. It shall be the duty of the Recording Secretary to keep a true and impartial record of all the proceedings of this Lodge, and transmit a copy to the Secretary of the Supreme Lodge, if called upon to do so.

Sec. 7. It shall be the duty of the Financial Secretary to keep a true and impartial account with each member of this lodge, receive all moneys from the members, pay the same over to the treasury, taking a receipt therefor.

Sec. 8. It shall be the duty of the Treasurer to receive all moneys from the Financial Secretary, and disburse the same on orders properly attested.

Sec. 9. It is the duty of the Escort to collect pass-word at opening of the meeting, to assist in conducting candidates, and perform any other duty laid down in the Ritual or by the lodge, Matron or Teacher.

Sec. 10. The duties of the other officers, such as Gate Keeper, Sentry, Right and Left Supporters, Trustees, is to perform those duties fixed by the rituals or laws of the Order.

Sec. 11. All officers shall be members in good standing. No member shall at the same time hold two offices ; provided, that a trustee may hold any other office than that of Exalted Ruler or Secretary or Treasurer.

Sec. 12. *Balloting for Officers*—All officers of the lodge shall be chosen by ballot, by a majority of the valid votes cast, except in cases where there is but one candidate for an office. The Matron shall be appointed by the Supreme Protector or his deputy or by request of the Lodge, the Grand Protector of a state may recommend such person as may serve the lodge as Matron.

Sec. 13. *Installation of Officers*—The officers of this lodge, legally elected (if qualified) shall be installed on the first stated meeting after election. If a member who has been duly elected fails to present himself for installation (unless prevented by sickness or some unavoidable occurrence), the office to which he or she was elected shall be declared vacant by the installing officer, and another election shall be ordered forthwith to fill the vacancy. No member shall be installed in office who is indebted to this lodge, and should an officer become in arrears to the amount of three months' dues, or in arrears to the Grand Lodge for taxes, etc., his or her office may be declared vacant, and thereupon the lodge shall at once proceed to fill the vacancy as required by law.

Sec. 14. The Installation Ceremony shall be performed by a Supreme Deputy or some person designated by the Supreme Protector, or by the Matron when clothed with such power from Supreme Protector.

Sec. 15. The Matron shall be the representative of the Lodge to the Supreme Lodge, and shall be entitled to all the rights and benefits of that body, when present at any of its Sessions.

ARTICLE V.

APPLICATION FOR MEMBERSHIP.

Section 1. *Who may be Admitted*—No person shall be admitted to beneficial membership in this order who is under eighteen or over five years of age; provided, any mother, father or parent of any member in good standing in a lodge of K. of H. or K. & L. of H., may become social or honorary members by paying a fee of not less than 50c, and quarterly dues to the lodge of 10c., but shall have no voice in the meeting except by the permission of the Matron.

Sec. 2. Any members of the order upon reaching 18 years may attach themselves to the Lodge of Knights and Ladies of Honor of the world without ballot, and upon their admission as such, they become social members in the Juvenile department. The lodges of K. & L. of H. of W. shall observe the health of said applicants.

Sec. 3. In balloting for candidates three black balls will be necessary for rejection, and when a boy or girl is rejected their money must be returned at once.

ARTICLE VI.

DUES AND BENEFITS.

Section 1. *Dues Payable*—Each member of this lodge shall pay as dues, to commence with the date

of becoming a member and shall pay as monthly dues not less than 10 cents. Lodges by majority vote may increase this amount to 85c a month but no more.

Sec. 2. *In Arrears for Dues*—Any member who may become in arrears for dues or fines to this lodge for three months, shall not be entitled to vote, hold office, nor shall be entitled to benefits; and when more than three months in arrears for dues or fines, he or she shall stand suspended unless otherwise ordered by the lodge and Sup. Protector.

Sec. 3. *Reinstatement, How Procured*—A member of this order, suspended for the non-payment of dues, fines or assessments, desiring to be reinstated must, within one year after his or her suspension make application in writing, either by himself, herself or agent, to the lodge, at a stated meeting thereof.

Sec. 4. When such member applies for reinstatement and pays three months dues, one Endowment Tax, 10c., and one Semi-Annual Tax, 5c., their names shall be placed back on the roll and Supreme Protector notified, and 10c. shall accompany or be sent with the notice.

Sec. 5. *Sick Benefits*—One who has been member for three months, in good standing, and

not in arrears for dues or fines, who may become disabled by sickness or other disability, may be entitled to receive from the funds of this lodge not less than one dollar per week for the first four weeks, then fifty cents a week for the next four weeks, then 25 cents a week as long as said member keeps ill, but the Matron must withhold from the benefits allowed the necessary dues, assessments and taxes, and pay over to the secretary a sum sufficient to pay his or her lodge dues, as they may become due or payable; nor shall a member be entitled to benefits while under charges; but, if after due trial, he or she shall have been acquitted, he or she shall be entitled to receive weekly benefits if otherwise entitled thereto.

ARTICLE VII.

ENDOWMENT, DUES AND TAXES.

Each member in the order shall pay to the Supreme Lodge the sum of 10c. per quarter for an endowment of fifty dollars at death. Each member in the order shall pay the Supreme Lodge semi-annually five cents as semi-annual or pass-word tax. These taxes and endowment moneys must be sent directly to the Supreme Protector, under the rules and regulations of the Endowment Laws as follow:

JUVENILE ENDOWMENT LAWS.

Section 1. The endowment is fifty (\$50.00) for the death of a member in good standing to be paid in thirty and sixty days of twenty five (25.00) dollars each after the filing of the proof of death.

Sec. 2. Each child must procure a policy that will entitle it to the endowment. The cost of the policy is twenty-five (25) cents upon the child joining, and ten (10) cents every three months, commencing with the first day of July, October, January and April of each year. Said money (10 cts.) must be paid at office of Sup. Protector not later than the 10th day of each month mentioned above; failure to do so suspends the lodge.

Sec. 3. In order that there be no delay, each Lodge must forward to Supreme Office, Box 751 Cincinnati, O., the names of all new members with 25c. for each one on the roll of the Lodge. This must be forwarded by the Teacher or Matron not later than 10 days after admitting the new member.

Sec. 4. For which a policy will be sent that will carry the member on the Endowment Rolls fully paid up till new quarter. On the first day of October, January, April and July thereafter, the sum of 10 cts. must be sent, to keep up the

endowment, and the sum of 25 cts. sent for each new member, immediately after their names are on the rolls as per section 3.

Sec. 5. In case of the death of a member in 30 days after they have secured their policy, they will be entitled to the endowment of fifty (\$50.00) dollars for their parents.

Sec. 6. It shall be the duty of the Matron and Teacher, or Secretary, in case of death of a member to file in Sup. Protector's office, 10 days after such death, a certificate of the Doctor, Undertaker, sworn to by the above named officers. Blanks for that purpose will be furnished by our office.

Approved,

Attest : E. A. WILLIAMS, Sup. Pro.

ALICE McWILLIAMS, Sup. Sec.

Each member, or being admitted a member of my lodge, shall pay the Supreme Lodge through their Matron 25c for certificate, which report shall so be forwarded to Supreme Protector.

ARTICLE VIII.

Sec. 1. The Regalia and Jewels, as prescribed by the Sup. Lodge or Sup. Protector, shall be the only ones worn by members of our order and recognized as the lodges. Each lodge must bear the

official name, number, location and J. K. & L. of H. of W on reverse side, and procured from "our regalia house."

Sec. 2. Each lodge shall within ninety (90) days from its institution procure the necessary outfit, jewels and aprons, and the Sup. Protector may use his discretion in withholding the pass-word as he may feel disposed to do.

Sec. 3. All the form cards, books, regalia and general outfit shall come from the Grand Lodge on an order from the Sup. Protector, authorizing the lodge to procure elsewhere will be necessary and any lodge, officer or deputy violating Sections 1, 2 and 3 of this Article shall be subject to suspension and forfeiture of charter and authority.

Songs of the Order.

OPENING ODE.

AIR—"CORONATION."

Come, Knights and Ladies once again,
To join in works of love,
To soothe all sorrow, ease all pain,
And look for grace above.

Our Great Protector we revere,
And on His help depend;
We earnestly will labor here,
And trust Him to the end.

LODGE SONG—C. M.

There is a land of pure delight,
Where saints immortal reign;
Infinite day excludes the night,
And pleasures banish pain.

There everlasting springs abide,
And never withering flowers;
Death like a narrow sea divides
This heavenly land from ours.

SONG—C. M.

Sweet fields beyond the swelling flood,
Stand dressed in living green,
So to the Jews old Canaan stood
While Jordon rolled between.
Could we but climb where Moses stood,
And view the landscape o'er,
Not Jordan's stream nor death's cold flood,
Should fright us from the shore.

SONG—WELCOME OR JOINING ODE.

AIR—"AULD LANG SYNNE."

"Entreat me not, dear friend, to go,
Or leave thy cherished side;
The Lord hath called me here, I know,
And here I will abide.

CHORUS:

"There is a place beyond the sea,
Where sisters meet again;
Ah! let me journey there with thee,
And with thee still remain.

"I go with thee, do not deny,
I'll make with thee my home;
Where'er thou diest, I will die,
And there shall be my home.

CHORUS:

"There is a place beyond the sea,
Where brothers meet again;
Ah! let me journey there with thee,
And with thee still remain."

SONG—WELCOME ODE.

AIR—"ANTIOCH."

Joy ! for our walls are high and strong,
Our portals wide and fair ;
Lift up the glad, triumphant song,
Pour forth the grateful prayer.

Thanks to that God who is our stay,
Whose hand hath led us on ;
Still may He guide us on our way,
Till Mercy's work is done.

SONG.

A charge to keep I have,
A God to glorify,
A never dying soul to save,
And fit it for the skies.

CLOSING ODE.

AIR—"LANESBOROUGH."

We're parting now, but let us say
That in our lives we'll bear
Sweet incense from our "O. M. A.,"
As summer fills the air.

Oh ! may we seek, through faith, to wear
The "Mystic Badge" above ;
To meet in yonder Eden Lodge,
Where none need part who love.

PRAYER.

Our Father, Who art in Heaven,
Hallowed be Thy name ;
Thy Kingdom come.
Thy will be done on earth,
As it is done in Heaven.
Give us this day, our daily bread,
And forgive us our sins and trespasses,
As we forgive those who sin against us.
Lead us not into temptations,
But deliver us from evil ;
For Thine is the Kingdom, the Power,
The Glory ; forever and ever.—Amen.